

MEETING MINUTES

East Marshall Community School District

204 West Center Street

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Anthony Ryan, Superintendent

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Matt Rasmusson	Kim Tarbell	Cathy DeBondt	Allison Frost
High School Princ.	M.S. Princ.	Elementary Princ.	Business Manager
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Edited/Revised

NOTICE OF REGULAR BOARD MEETING

You are hereby notified that the Board of Education of the East Marshall Community School District will conduct a Regular School Board meeting at the District Office in Gilman, Iowa on Monday, January 16th at 6:30pm. At the meeting, the tentative agenda will be as follows:

Attendees

Voting Members

Andrea Terrones, Board President

Elizabeth Crandon, Board Vice President

Terri Hungerford, Board Member

AnnDee Bloom, Board Member

Holly Thomas, Board Member

Non-Voting Members

Anthony Ryan, Superintendent

1. Call Meeting to Order, Read the Mission Statement, and Approve Agenda

Chairman Terrones called the regular meeting to order at 6:30 p.m. Board members in attendance are Andrea Terrones, Elizabeth Crandon, Terri Hungerford, Ann Dee Bloom, and Holly Thomas. Also present are Superintendent Anthony Ryan, Board Secretary Allison Frost and principles Matt Rasmusson, Kim Tarbell, and Cathy DeBondt. Board member Hungerford read the mission statement. Motion to approve the Agenda by Thomas and Second by Crandon. All in favor.

Motion made by: Holly Thomas

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes
Elizabeth Crandon - Yes
Terri Hungerford - Yes
AnnDee Bloom - Yes
Holly Thomas - Yes

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2. Greet Visitors and Hear Citizen Concerns and Comments

The Board greeted citizens in attendance. Callie Beach addressed the school board on some topics regarding the middle school.

Trent Sinn, Middle School teacher, thanked the school board for their support.

3. Approve Consent Agenda

Motion to approve the consent agenda by Hungerford with the exception of items 3C, 3F, and 3I which were requested to be pulled for review. Second by Crandon. All in favor. Board member Hungerford noted that the fundraiser that was previously sent for the agenda should be disregarded as she sent the wrong document and she will present the correct one.

Motion made by: Terri Hungerford

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes
Elizabeth Crandon - Yes
Terri Hungerford - Yes
AnnDee Bloom - Yes
Holly Thomas - Yes

A. Good Things in Schools

a. Bells and Whistles

b. Other

B. Approval of Board Meeting Minutes

Minutes for the 12/05/2022 meeting approved.

C. Approval of Bills, Invoices, and Financial Statements

Items pulled for discussion: 3C Bills—Board members had questions and discussions on specific line item bills. After discussion, a motion was made to approve Bills and Invoices by Thomas and Second by Bloom. All in favor

Motion made by: Holly Thomas

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes
Elizabeth Crandon - Yes
Terri Hungerford - Yes
AnnDee Bloom - Yes
Holly Thomas - Yes

D. Approve donations and fundraisers .

Fundraisers approved: Class of 2024 Prom fundraiser--Taco Johns Tip Night on 2/23/2023 from 4pm-8pm; Class of 2024 Prom fundraiser--Flower Gram for Valentines Day.

Donation approved: Money donation for the back-pack program from Gilman Community Church.

E. Approval of Interfund Transfers.

*Transfer \$19,968.96 from General Fund 10 to Debt Service Fund 40 for principal, interest and servicing fee for Energy Management Loan payments.

*Transfer \$257,4800 from SAVE Fund 33 to Debt Service Fund 40 for principal and interest payments on Sale Tax Revenue Bonds.

*Transfer any Insurance Deductible from Management Fund 22 to General Fund 10 for insurance losses paid by the General Fund as needed.

*Transfer \$57,010.00 from General Fund 10 to Self-Insurance 71 for self-insurance claims for employees on the District's partially self-funded health insurance plan.

*Transfer \$9,5920 from Management Fund 22 to Self-Insurance 71 for self-insurance claims for retirees on the District's partially self-funded health insurance plan.

*Transfer \$1,262.40 from Nutrition Fund 61 to Self-Insurance 71 for self-insurance claims for employees on the District's partially self-funded health insurance plan.

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F. Approval of Teach to Heal Agreement.

Board member Thomas requested Item 3F be pulled. She looked at their website for research but couldn't find much info about what the service is. Mr.Ryan explained that it's Professional Development for the staff and this all came about from Melissa Blohm, Curriculum Director, and Kim Hurley from AEA. Additional information was provided by the principals. Motion to approve the Teach to Heal agreement by Hungerford and Second by Crandon. All in favor.

Motion made by: Terri Hungerford

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes
Elizabeth Crandon - Yes
Terri Hungerford - Yes
AnnDee Bloom - Yes
Holly Thomas - Yes

G. Approve Interagency Special Education Agreement(s).

No Interagency Special Education Agreements to present.

H. Approvals of Open Enrollment

a. Open Enrollment IN

Approval of Open Enrollment in to East Marshall for Kaleena McIntosh, 9th grade.

b. Open Enrollment OUT

Approval of Open Enrollment out for Joscelyn Weig, 10th grade, to Marshalltown CSD and for Mariah Tasler, 7th grade, to Clayton Ridge.

I. Approvals on Resignations, Retirements & Contracts

a. Resignations

Resignation from David Chubb as High School Baseball Coach,
Resignation from Matt Bowie as 8th Grade Boys Basketball Coach; requesting to be a non-paid volunteer coach.

A motion was made by Crandon to approve contracts with the exception of the volunteer agreement, as further discussion needs to take place. Second by Hungerford. All in favor.

Motion made by: Elizabeth Crandon

Motion seconded by: Terri Hungerford

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

b. Retirements

No retirements to present.

c. Contracts

Approval of the following contracts/agreements/increases:

Ken Hooley as Elementary Full Time Sub at \$209.02 per day; Melinda Puumala as High School Assistant Girls Track Coach at \$2243.00; Mike Berkey as Part-time/Seasonal/Sub Van Driver at \$15.50/Hour; Reagan McIlrath as High School Assistant Softball Coach at \$3141.00; Amanda Ostrander-Lawrence as 6th grade for the 2023-2024 school year at \$42,994 (2022-2023 pay schedule); Stacy Netolicky--Extra pay wages for preschool associate--.20 increase to \$10.70/hour; Shelley Rozak--Extra pay wages for preschool associate--.20 increase to \$16.55; Volunteer agreement for Matt Bowie as Middle School Boys Basketball Coach

J. Reports from Principals and Directors

a. High School, Middle School, and Elementary Principals

The principal reports were presented and accepted.

b. Buildings & Grounds Director

c. Technology Director Report

4. Discussion and Approval of Stipend Requests.

Mr. Ryan stated that during the conversation at the Dec. 5th board meeting it was determined to revisit this item. The original topic last spring was about recruiting applicants with a hiring incentive. Since last spring, the needs of the district have changed and proper adjustments were made. The conversation for tonight will be around recognition of veteran employees and is different than the hiring incentive. In regards to compensating employees who renewed employment with the district, the district may have the option to use some of the remaining ESSER dollars to compensate longevity pay for employees.

The Board dialogued about a retention bonus using Esser dollars. Discussion occurred on the appropriate dollar amount the district has available. This will be a retroactive incentive for last year. This would not include any new staff hired this year. Amounts will be prorated for those that are not full-time. Terrones proposes \$1200 for FT and prorated for PT for all staff except those that were hired for the 2022-2023 year; this excludes all coaches. Motion to approve by Crandon and second by Hungerford. All in favor.

Motion made by: Elizabeth Crandon

Motion seconded by: Terri Hungerford

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

5. Approval of Pay for Subbing During Teacher Prep Time.

Discussion on situations involving the use of regular teachers to cover for teachers that are absent and no sub could be secured. It is recommended to pay such teacher \$20 if the teacher's "district average/determined" planning minutes are lost. The administrative team will review the current teacher schedules and create a standard operating procedure for the district to follow in regards to payment increments, with a goal to be as equitable as practice throughout the district. Motion: Hungerford and second by Bloom. All in Favor

Motion made by: Terri Hungerford

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

6. Approval of Business Teacher Sharing Contract with BCLUW for 2022-2023.

Approval of Business Teacher sharing contract with BCLUW for the 2023-2024 school year. BCLUW had a meeting this morning and approved their side of the agreement. East Marshall is responsible for 50% of the agreement/salary and will have the teacher for 3 periods each day. Motion to approve by Crandon and second by Hungerford. All in favor

Motion made by: Elizabeth Crandon

Motion seconded by: Terri Hungerford

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

7. Approval of FY21 Annual Audit.

Approval of FY21 Annual Audit: Audit is delayed due to workload and limited staff at the auditing firm. Mr. Ryan presented the board with copies of the audit to review. Mr. Ryan explained some highlights in the audit to the board and said that overall it was a good audit. Motion to Approve the Annual Audit by Crandon and second by Thomas. All in Favor

Motion made by: Elizabeth Crandon

Motion seconded by: Holly Thomas

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

8. Discussion and Approval to Withdraw from Agreement with Best Western for Prom 2023.

The Prom committee has requested to relocate venues for Prom 2023. There is no clause in the Best Western agreement that can be identified. Discussion and Approval to Withdraw Best Western Agreement for Prom 2023: Request to move prom back to the Elmwood. Best Western was board approved previously. The prom walk in would remain at the High School. Rental of the Elmwood has to go through the school, not an Elmwood member. Motion to Approve the withdrawal of Best Western agreement by Hungerford and second by Crandon. All in favor.

Motion made by: Terri Hungerford

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

9. Approval to Accept Agreement with Elmwood Country Club for Prom 2023.

Approval to accept agreement with Elmwood Country Club for Prom 2023 at a cost of \$4,912.50. Motion to Approve by Hungerford and Second by Bloom. All in Favor.

Motion made by: Terri Hungerford

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes
AnnDee Bloom - Yes
Holly Thomas - Yes

10. Approval of Establishment of a Steering Committee to Research Four Day School Calendar.

Mr. Ryan stated we have been reviewing some school districts in Iowa that have decided to move towards a four-day school calendar. For employee recruitment purposes, he is requesting the school board to give the approval to move forward with a steering committee to seek, research, and review consideration of moving to a four-day school week. The intent of the committee is to research the topic only.

Some things to consider for a four-day school calendar are such things as increasing the number of school day minutes, building in PD days for staff, etc. Mr. Ryan supports making sure no employee has a loss of pay. These are topics the committee would discuss and educating students will continue to be a priority.

Mr. Ryan stated the need to get a committee together to do the research and bring the results to the board to review. Motion to approve to have Mr. Ryan move forward with establishing a committee for research by Hungerford and second by Crandon. All in favor.

Motion made by: Terri Hungerford

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes
Elizabeth Crandon - Yes
Terri Hungerford - Yes
AnnDee Bloom - Yes
Holly Thomas - Yes

11. Approval of SBRC Resolution on Modified Supplemental Aid/Amount Application for the Dropout Prevention Program.

This is a formal approval for the at-risk funding. The request for this cycle is \$185,308. The 25 percent local match is \$61,769. This is a local tax the board is approving. East Marshall CSD has applied for this funding for many years and it is an important part of our annual budget. This is also a categorical fund and the expenditures are restricted by law. Mr. Ryan recommends moving forward with this formal SBRC request. Motion by Thomas to approve the application request to SBRC on Modified Supplemental Aid/Amount Application for the Dropout Prevention Program request for \$185,308, second by Crandon. Roll call: Terrones: Aye; Crandon: Aye; Hungerford: Aye; Bloom: Aye; Thomas: Aye. All in favor.

Motion made by: Holly Thomas

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes
Elizabeth Crandon - Yes
Terri Hungerford - Yes
AnnDee Bloom - Yes
Holly Thomas - Yes

12. Approval of Agreement with Donovan Group.

Mr. Ryan stated the Donovan team includes experts in communications planning. Examples include

media relations (social media), marketing, graphic design, video production, public relations and public, etc.

Their staff is available 24 hours a day, 365 days a year, to assist during urgent or crisis situations. Their services will support social media to tell East Marshall's story and reach our stakeholders. They can create and manage content on the district's Facebook, as well as other social media platforms. The agreement will include assisting the district in creating marketing plans and strategies for a variety of topics (school facilities planning), services, and/or initiatives throughout the school year.

The all-inclusive services are quoted at \$2,500 per month. Mr. Ryan recommended to approve the quote for services. Motion to approve by Hungerford and second by Crandon. All in favor.

Motion made by: Terri Hungerford

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

13. Approval to Install Batting & Golf Netting at High School Donated by East Marshall Booster Club.

The Booster Club wishes to donate and install a batting and indoor golf cage at the high school. This expense will be greater than \$10,000. However, 100% of the costs will be donated back to the school district. This will be installed in the old gym at the High School. Motion to approve by Crandon and second by Hungerford. All in favor.

Motion made by: Elizabeth Crandon

Motion seconded by: Terri Hungerford

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

14. Board Professional Development Dialogue/Activity.

Principles Rasmusson, Tarbell, and DeBondt left the meeting at 8:45 p.m.

Board member Crandon presented the professional development activity information and the board had discussion covering topics included in chapters 13 & 14 of the book "How to not be a Terrible Board Member".

15. Superintendent Report.

Mr. Ryan congratulated Angie Damman for her nomination to represent our region of the state as a state level cheer coach. Mr. Ryan also discussed some items from the Governor's State of the State speech recently. The Booster Club will be holding a Trivia night on February 24th and the public is encouraged to attend. Kim Tarbell and Trent Sinn are both teaching 6th grade and Mr. Ryan is also present at the Middle School to help with administrative duties. Reminder of the work session scheduled for Wednesday the 18th. The DLT team, Curriculum Director and a group of teachers will present topics on SEL, numeration training and additional curriculum.

16. Adjourn

Motion to Adjourn at 9:05 p.m. by Crandon and second by Hungerford.

Motion made by: Elizabeth Crandon

Motion seconded by: Terri Hungerford

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes